BWIS Board Meeting November 12, 2014

Attendees: Christina, Vinita, Vivian, Mona, Triveni, Yan, Jyoti

1. Young Research Symposium
   - BWIS will set up a table during 12:30-2:30pm (poster session), with membership registration form, BWIS banner, sign-up sheet, new brochure, BWIS pins and wristbands.
   - Vinita, Kathy and Linda volunteered for the BWIS table.

2. CARE workshop arrangements

   - One-day workshop open for BNL and SBU employees and students/postdocs.
   - Date has been fixed on March 20th (Friday) and Vinita has booked both South and North room in Brookhaven Center.
   - Tentative topics will include (1) Career Options (2) Making effective presentations P(3) Individual development plan (IDP, in collaboration with Kathleen Flint Ehm at SBU/ IREP.
   - An organization committee will be assembled and meet regularly starting in December.
   - Files from previous CARE workshops have been uploaded to BWIS google account and can be used as references and templates.

3. Membership renewal
   - ITD is working on the online electronic registration form and Christina will follow up with Gary Schroeder in 1-2 weeks. Once the electronic form is available, we can then work to link to the paypal payment service to it.

4. Website Maintenance
   - BWIS will send out a notice to BWIS member to recruit a new board member to take care of website maintenance (including BWIS website and facebook page). For the BWIS website, access to window system and required MS software is essential.

5. Scholarships update
   - The deadline for Chasman scholarship is near (Nov 30). We will need to build selection committee.

6. Seminars update
   - The next BWIS seminar "Discovering the Strengths and Uses of Spider Silk" by Biology Professor Cheryl Hayashi is scheduled on Nov. 20th, which overlaps with YRS and may compete for potential audience.

7. BWIS demographic survey
   - Christina suggested a demographic survey of BWIS members, including gender, member status, salary level, satisfaction for (and duration of) current position etc.
   - The BWIS google account can be used to generate and send poll request to BWIS members.
   - Updates on BWIS diversity data is still pending from the diversity office.

8. Storage and sharing of BWIS files and user data

- It was suggested to keep BWIS member list and contact information off site for easy access and modification. It will also allow us to add non-BNL employees to the member list without going through ITD.
- Security of personal information is a concern, especially with the current mode of one-account, one password for multiple user. The option for google non-profit account will be explored.